



# Town of Lisbon

Diane Barnes  
Town Manager

## Town Council

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December 18, 2015

R01-16-A-035

Grants.Gov.

Re: Town of Lisbon, Maine – FY 2016 Brownfields Assessment Grant Application

Dear Grants.gov:

Please find attached the Town of Lisbon, Maine's request for Hazardous Substance grant funding under the U.S. Environmental Protection Agency's Brownfields Assessment Grants Program. The town is requesting \$200,000 for Hazardous Substances for the completion of Phase I and Phase II Environmental Site Assessments, and Cleanup Planning over three program years. **The Town of Lisbon is a new grant applicant, never having received an EPA Brownfields Grant award.**

Lisbon is a small, **rural community of about 9,000 residents** located within the fourteen communities of Androscoggin County, and is centrally located within a 20-mile radius of more than 100,000 people. Lisbon, located along a commuter corridor being bisected by State Route 196 which leads to the interstate highways of I-95 and I-295 is made up of three small but distinct villages, each with their own personalities. Lisbon Village, Lisbon Center, and Lisbon Falls, were historically anchored by a major manufacturer. Over the years, widespread loss of traditional manufacturing industries has had a great impact on Lisbon's historic villages. However, its village centers still hold much of the qualities that are so important to its character: a traditional, mixed-use downtown or village center, buildings and places that are unique to Lisbon's history, and residents that embody the heritage of their community.

There are many contaminated, vacant, rundown sites along the Rte. 196 corridor that have been left to further degrade and melt into the landscape potentially enabling the residues of once prominent manufacturing industry to impact the human and environmental populations. **Many of these properties are located along the mighty Androscoggin River which once powered the mills in the area and now is in jeopardy of further degradation from a bygone era.** Prominent sites along the corridor include Lemay's Auto Body property and the waterfront area with the Worumbo Mill and Knight-Celotex sites. Revitalization of these sites represents areas long envisioned for "a new life" and economic opportunity. Lisbon downtown areas suffer from a lack of investment and maintenance, both public and private. Blight and deterioration persists within Lisbon's downtowns and has a direct impact on its economic viability.

But there is hope in the small community, the town has embarked on several efforts including Envision Downtown, the Route 196 Corridor Master Plan, Lisbon Falls & Lisbon Village Walking Audit Reports, and Maine Downtown Center Team Visit Report to create a comprehensive downtown plan for the villages, which provides a road map for revitalization, defines the extent of the downtown (village) areas and identifies areas for improvement/redevelopment, to improve overall image and viability.

a. Applicant Identification. Town of Lisbon,  
300 Lisbon Street, Lisbon, ME 04250

b. Applicant DUNS Number: 077467868

**c. Funding Requested.**

- i) **Grant Type:** Assessment (Hazardous Substances)
- ii) **Federal Funds Requested:** \$200,000 Hazardous Substances
- iii) **Contamination:** Hazardous Substances
- iv) **Location:** Community-wide

**d. Location.** The Town of Lisbon, Maine is a community of 9,009 (2010 Census) people located in rural, central/western Maine.

**e. Not Applicable.** This is a Community-wide proposal.

**f. Contacts:**

**i) Project Director:**

Tracey K. Steuber  
Phone: (207) 353-3000 Ext. 122  
Fax: (207) 353-3007  
Email: [tsteuber@lisbonme.org](mailto:tsteuber@lisbonme.org)  
Address: Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

**ii) Chief Executive/ Highest Ranking Elected Official:** Diane Barnes, Town Manager

Phone: (207) 353-3000 Ext. 104  
Fax: (207) 353-3007  
Email: [dbarnes@lisbonme.org](mailto:dbarnes@lisbonme.org)  
Mailing Address: Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

**g. Date Submitted:** December 18, 2015 (via grants.gov).


**h. Project Period:** Three years.

**i. Population:** Our total population is 9,009 (2010 US Census).

**j. Please see the attached Regional Priorities Form/Other Factors Checklist for additional information**

Should you require further information, please do not hesitate to contact Tracey K. Steuber at the above contact information.

Sincerely,

  
Diane Barnes  
Town Manager

CC: Frank Gardner, EPA Region 1, [R1Brownfields@epa.gov](mailto:R1Brownfields@epa.gov)

### Appendix 3

## Regional Priorities Form/Other Factors Checklist

Name of Applicant: Lisbon, Maine

#### ***Regional Priorities Other Factor***

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.E, please indicate the regional priority(ies) and the page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

**Regional Priority Title(s):** *Coordinated Public Funding for Brownfields – The Town of Lisbon has been the recipient of a few assessment and cleanup initiatives by the Maine DEP and the EPA- these sites include-Worumbo Mill, the Mill Street Mill, and the Knight-Celotex site. The Town of Lisbon has very limited resources in that they do not have the funds to conduct assessments.*

Page Number(s): page 2

#### ***Assessment Other Factors Checklist***

Please identify (with an *x*) which, if any of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

<b>Other Factor</b>	<b>Page #</b>
<i>None of the Other Factors are applicable.</i>	
Community population is 10,000 or less.	<b>2</b>
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
Targeted brownfield sites are impacted by mine-scarred land.	
Project is primarily focusing on Phase II assessments.	<b>7</b>
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation.	

Recent (2008 or later) significant economic disruption has occurred within community, resulting in a significant percentage loss of community jobs and tax base.	<b>4</b>
Applicant is one of the 24 recipients, or a core partner/implementation strategy party, of a “manufacturing community” designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). To be considered, <b>applicants must clearly demonstrate in the proposal the nexus between their IMCP designation and the Brownfield activities. Additionally, applicants must attach documentation</b> which demonstrate either designation as one of the 24 recipients, or relevant pages from a recipient’s IMCP proposal which	
Applicant is a recipient or a core partner of HUD-DOT-EPA Partnership for Sustainable Communities (PSC) grant funding or technical assistance that is directly tied to the proposed Brownfields project, and can demonstrate that funding from a PSC grant/technical assistance has or will benefit the project area. Examples of PSC grant or technical assistance include a HUD Regional Planning or Challenge grant, DOT Transportation Investment Generating Economic Recovery (TIGER), or EPA Smart Growth Implementation or Building Blocks Assistance, etc. To be considered, <b>applicant must attach documentation.</b>	
Applicant is a recipient of an EPA Brownfields Area-Wide Planning grant.	

## **RANKING CRITERIA FOR ASSESSMENT GRANTS – Lisbon, Maine**

### **1. COMMUNITY NEED (50 pts)**

#### **1.a Targeted Community and Brownfields (25 points)**

##### **1.a.i Targeted Community Description (5 points)**

The Town of Lisbon, Maine is a small, rural community of 9,009 people located in central western Maine in Androscoggin County on the Androscoggin River and bisected by State Highway Route 196. Lisbon's traditional village areas, Lisbon Village, Lisbon Center and Lisbon Falls were each historically anchored by a major manufacturer that built the neighborhoods, architecture, cultural heritage of the community and its villages. Over the years, the **widespread loss of the traditional manufacturing industries has had a significant impact on Lisbon's historic villages**. Lisbon areas suffer from a lack of investment and maintenance, both public and private. Many residential and non-residential buildings have been degrading visibly over time, resulting in negative impacts on neighbors and the Town in general. These conditions – the **blight and deterioration that persists within Lisbon's downtown and along the Rte. 196 Corridor** – has a direct impact on Lisbon's economic viability, the existing downtown businesses, and the potential to attract new, quality businesses and jobs.

The many contaminated, vacant, and rundown sites along the Rte. 196 corridor that have been left to further degrade and melt into the landscape enabling the residues of a once prominent manufacturing industry to impact the human and environmental populations. Many of these properties are located along the mighty **Androscoggin River which once powered the mills in the area and now is in jeopardy of further degradation** from a bygone era. The Androscoggin River, weaving like a blue ribbon through the community flows along the Rte 196 Corridor where several prominent contaminated sites are located including **Lemay's Auto Body property, the Worumbo Mill, and Knight-Celotex sites** which are directly linked to its manufacturing history of textile mills, fiberboard manufacturing, and numerous autobody repair shops. The Androscoggin River, a wildlife mecca for deer, salmon, kayakers, is marred by the stigma of contamination along its banks and not seen as a recreational area that could attract tourists and nature lovers.

**Lisbon has been referred to as a “pass-thru” community with an average of 16,000 vehicles traveling the Rte. 196 Corridor (MEDOT, 2014).** The **high unemployment (higher than the County)** and the location of the mills in the Rte 196 Corridor provides an **opportunity to create space for businesses and jobs to relieve the commuting residents that travel longer than the State and County average to get to work**. The vacant properties along the river, present a unique opportunity to create recreational business opportunities for a hotel/hospitality industry or outdoor businesses that would further support the need for **jobs for residents with limited advanced education and decrease commutes**. There are no hotels or hospitality venues in Lisbon; a unique recreational/hospitality and employment opportunity exists, except for perceived contamination.

##### **1.a.ii Demographic Information (5 points)**

	<b>Lisbon</b>	Androscoggin County	Maine	National
Population <sup>1</sup>	<b>9,009</b>	107,702	1,330,089	311,536,594
Unemployment <sup>2</sup>	<b>4.4%</b>	3.7%	5.8%	5.3%
Poverty Rate <sup>1</sup>	10.0%	14.1%	16.5%	11.3%
Bachelor's Degree or Higher <sup>1</sup>	<b>14.8%</b>	18.8%	27.9%	28.8
Percent Minority <sup>3</sup>	5.7%	7.2%	4.9%	36.7%

<sup>1</sup> 2009-2013 American Community Survey (ACS), 2010 Census.

<sup>2</sup> 2010-2011 Maine State Planning Office, ACS, 2010 Census.

<sup>3</sup> 2010 US Census Data

Median Household Income <sup>4</sup>	\$45,233	\$44,921	\$ 48,453	\$53,046
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#### 1.a.iii Description of Brownfields (10 points)

Since 1980, there have been **392 DEP reported releases of hazardous substances, petroleum-related, and unknown chemicals in the Lisbon area** (ME Dept of Environmental Protection, 2015 (MEDEP)). In addition the MEDEP reports 17 listed existing sites on the State's Uncontrolled Sites listing in Lisbon. The properties along the Route 196 Corridor include former autobody shops, textile mills, fiberboard manufacturing among others. Potential and documented releases from these past industries include asbestos, polychlorinated biphenyls (PCBs), polyaromatic hydrocarbons (PAHs), metals, volatile organic compounds (VOCs), and petroleum-related products used to fuel the mills and industry.

Several key Brownfields sites along the Route 196 Corridor include the Worumbo Mill, Knight-Celotex site, and the Mill Street Mill. Several of these sites have also had MEDEP and or EPA funding assistance in assessing and or providing cleanup dollars but they still languish. All of these sites are located along the corridor and the Androscoggin River. The Knight-Celotex Site, a 4.5 acre property was once a fiberboard manufacturing facility. The property now contains significant debris including metal, drums, containers-labeled and unlabeled as well as piles of bricks, discarded waste, and acres of building remnants. The **Worumbo Mill and Mill Street Mills were formerly used as textile mills for fine woolens and endured fires** and shut downs in 1964, 1984, and a fire in 1987 reducing portions of the mills to rubble. The residues from the fire and the burned debris have left a legacy of heavy metals including mercury, lead, and PAHs in the soil, groundwater, and sediment. These sites meet EPA's definition of a "Brownfields" (impacted by either hazardous materials and/or petroleum).

With the widespread vacancy these former properties have created along the corridor, they have in turn created decreased revenues and blight where the properties have fallen into disrepair. Site walks of the properties and the many Brownfields have documented numerous **blight factors along the corridor, including graffiti, broken windows, trash and debris along the roadways, ponded water that can't drain, broken curbs/pavement, deteriorated access and deteriorated structures**. With blight issues come threats to the health and safety of residents and visitors, including crime, flooding issues and overland waste movement to the Androscoggin River, and a lack of fire protection infrastructure. The Town and the property owners have tried to attract developers to these manufacturing sites; however, potential contamination from the properties has deterred investors.

#### 1.a.iv Cumulative Environmental Issues (5 points)

Several large potential Brownfields sites are located in the downtown and along the Route 196 Corridor and their effects on health, welfare, and the environment are predominant and have a significant impact on the residents as they walk around the town breathing air with PAHs and lead-laden dust from the scarred residues of the former mill activities. The contaminants also have the potential to flow into the River during rain and snow events, further degrading the environment. In addition, the Town has been referred to as a **major transportation route due to the number of residents who have to commute for longer periods of time than other residents in the county and state. MEDOT estimates that over 16,000 people pass thru this community on their way to the Interstate. Because of this high rate of vehicle traffic in a community of 9,000, residents are further subjected to vehicle exhaust with PAHs and heavy metals, as well as additional noise, air, and stormwater pollution**. The contaminants further impacts the Town's soil and water quality. In addition, due to the stigma of the environmental impacts associated with the River, outdoor enthusiasts would not consider Lisbon as a destination for recreation or overnight stays, further adding to the cumulative effect of contaminant issues.

<sup>4</sup> Data is from 2012-2015 American Community Survey.

### 1.b. Impacts on Targeted Community (10 points)

The majority of Brownfields are **clustered in the downtown, along the Androscoggin River, and former mill/manufacturing areas**. **The downtown has a** higher density and higher sensitive populations (minorities, children, and women of child-bearing age) than surrounding rural areas which tend to have larger parcels of land. The **residents that live along the main road (e.g. Route 196) are disproportionately impacted by Brownfields, associated environmental and health problems**. These residents are located along the high commuting route of the main road (Route 196) and also located in close proximity to the Brownfields sites where they are exposed to pollution from vehicle exhaust and contaminated dust that blows from the soil and residues left by the mills and manufacturing. **Sensitive populations, children (Lisbon has a higher percent of children-7% than the statewide average of 5%)** experience a negative and **disproportionate impact** from the numerous Brownfields and the impacts the Brownfields as well as the added health impacts of living along a commuting corridor. The commuting residents must drive for longer distances because there are very few job opportunities in Lisbon. Further impacts include:

- **Children:** Approximately 7% of the residents are less than 5 years old, Statewide average (5%) <sup>5</sup>.
- **Education:** The number of residents with a Bachelor's Degree is 14.8% whereas the State of Maine average is 27.9%. <sup>5</sup>
- **Health and Poverty:** In Lisbon, 14.8% of the residents do not have health insurance as compared to the State at 12%. The per capita income is \$22,708 for Lisbon residents as compared to the State rate of \$26,824. Further illustrating the residents of Lisbon's has stretched their budgets.
- **Commuting Time:** The 2010 US Census indicates that the average commute in Maine is 23 minutes whereas our residents commute 26.2 minutes due to lack of jobs in the area, further placing demands on the meager wages earned by residents.
- **Respiratory Risk:** According to the 2005 National-Scale Cancer and Non-cancer Risk maps, the census tract in the Lisbon area indicates higher levels of respiratory issues that other parts of the State of Maine at 25-50 in a million as compared to most of the state at 0-25 in a million.
- **Lung Cancer:** According to the Maine Annual Cancer Report, 2014 from the Maine CDC, Androscoggin County (Lisbon) has a lung cancer rate of 81.2% whereas the state of Maine is 74%. The higher lung cancer rates may be due in part to the high concentration of PAHs from the historical mills and vehicle emissions from the many cars passing through the area.
- **Mortality Rate:** The Maine CDC's Annual Report, 2014 indicates a higher mortality rate of 189.3-197.4 per 100,000 per year in Androscoggin County whereas the State is 185 per million.

### 1.c. Financial Need (15 points)

#### 1.c.i. Economic Conditions (5 points)

Within the town of Lisbon, the median household income is \$45,233 which is less than the national income of \$53,046 and the State of Maine of \$48,453 (2010 Census). The town of Lisbon as a small rural community of 9,000 people does not have the resources to assess Brownfields properties. The town is being asked to do more with less and the several Brownfields properties that are languishing do not provide significant tax revenue to the Town. Unfortunately, **cuts on a local level have greatly diminished the Town's ability to undertake new assessment and cleanup initiatives resulting in a need to identify alternative resources** to accomplish that goal. In 2014, we experienced significant snowfall which further depleted our Town budget as monies were diverted from the town to pay for snow removal further straining our budget.

The Town has a **limited tax base** due to the underused and vacant buildings. The Town is challenged further by having their operating budget cover the costs of the basic municipal functions like education, public safety and general government operation. Based on the demographics, the Town has a **disproportionately high**

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<sup>5</sup> The US Census Bureau 5-Year American Community Survey (ACS) Estimates 2010

<sup>7</sup> Maine CDC Annual Report, 2014

**commuting population due to limited employment opportunities in the area, job loss,** and declining manufacturing. As the residents struggle with extra costs associated with traveling to jobs, there is limited tax revenues associated with spending in local businesses, impacting fiscal conditions in the Town. The Town's redevelopment dollars for assessing underutilized properties are scarce and financing is difficult to secure due to concerns over potential environmental liabilities.

In addition to the unused mills, the **Town of Lisbon was home to many of the people who worked at the Brunswick Naval Air Station located in Brunswick.** In 2011, the Air Station closed. At its peak, 5,000 people worked at the Air Station, many who lived in Lisbon and made the 21 mile commute to Brunswick. This job loss caused further economic devastation to the small rural community, forcing residents to find jobs further away.

#### **1.c.ii. Economic Effects of Brownfields (10 points)**

As discussed earlier, because of the lack of jobs in the Lisbon area, residents are forced to travel on major roads to find work costing the residents more money in gas and vehicle related expenses. The added costs put a strain on the already impoverished community. According to the U.S. Census 2009-2013 American Community Survey, the median income and per capita income are significantly lower than the state and county. The **median income of households in Lisbon is \$45,233** compared to \$53,046 nationally and \$48,453 in Maine. Similarly, the **per capita income (ACS, 2013) Lisbon is \$22,708**, compared to \$28,155 nationally, and \$26,824 in the State.

In addition to the lack of jobs in the area, the Androscoggin Valley Council of Governments (AVCOG), the regional planning group of which we are a member reports the most pressing issue facing the region and the state is an aging population with lack of growth in younger workers (AVCOG CEDS, 2015). In **Androscoggin County, 46% of the population is over 55** and 21% are over 45. Like the state, the region is challenged by a rapidly aging population. Between 2010 and 2030 the region is projected to lose 12% of its working age population (20 through 64).

The Lisbon area along with the Androscoggin area faces significant job loss projections. The AVCOG CEDS report (2015) indicates of the 40 occupations expected to lose the most jobs, most are occupations that require a high school diploma or less for entry. **Workers entering or returning to the job market with lower levels of education are less likely to find a job or prosper in an economy** that places a premium on education or training. Lisbon with a higher number of people **~85% (2010 Census) without college degrees** as compared to the state average of 72% faces a significant challenge to job growth for persons without college degrees.

Redevelopment along the Route 196 corridor has the potential to **create local businesses**, raise property values, increase sales tax revenue, and once again put this forgotten, blighted area of **Lisbon on the map as an important recreational/hospitality destination for outdoor enthusiasts.** The Route 196 Corridor with its dilapidated buildings, old foundations of yesterday presents an overall negative perception of the community and creates the pass through corridor the community has become. The Town has had difficulty attracting developers to the area because of the environmental condition of the property, as well as contamination, and blight that reinforce a negative perception of the community as a whole.

Owners of some of these have stopped caring for their properties, leaving them to become overgrown, run down, unattractive and a mecca for trespassers. Owners of some of the vacant and abandoned sites have expressed an interest in selling or improving their properties, but significant assessment and remediation activities are needed before redevelopment can occur. Many owners do not understand the environmental regulations associated with redevelopment and are fearful of fees or fines. This fear is mirrored by potential investors/developers who may be interested but want the unknowns quantified. **For Sale signs on the**



**properties** are being used to solicit redeveloper to the area, but potential investors/developers fear clean-up of the properties would be too expensive and complicated.

## **2. PROJECT DESCRIPTION AND FEASIBILITY OF SUCCESS (25 POINTS)**

### **2.a.i. Project Description (15 points)**

The Route 196 Corridor is the face of Lisbon. It is what most people see and experience in Lisbon, and what they associate with. The image of much of Route 196 is having a negative impact on economic and community prosperity. The **adopted Comprehensive Plan** provides broad policies and recommendations on land use, transportation, and economic development. The Rt. 196 Corridor has very important regional significance, from a transportation and economic standpoint – this means regional demands on the corridor in addition to the town's own needs. This also means tremendous opportunities for Lisbon (e.g. high visibility by a large number of people). Regionally, **Route 196 Corridor has been designated a "corridor of economic significance"**; locally, Route 196 represents the spine of Lisbon's designated growth area and community core.

Lisbon will use the Brownfields funding to develop Hazardous Substances inventory of Brownfield sites in and along the Route 196 Corridor (and other connected areas). This **inventory will help the Town prioritize the assessment, cleanup, and redevelopment of these sites** and will accelerate their reuse by providing accessible information to developers. The Town and the QEP will consolidate this information in electronic format and create a database to highlight pertinent information that may pique a developer's interest.

We anticipate utilizing the Brownfields funding target Brownfield reuse efforts with the **community's vision for a mixed-use recreational/commercial/hospitality development**. We hope that assessing, cleaning up and redeveloping the key sites along the waterfront (the Androscoggin River flows along the Route 196 Corridor) will help a developer see the potential for a recreational and or hotel endeavor on the waterfront. These efforts will enable the development of a community-led revitalization strategy that will facilitate Brownfields cleanup and reuse and foster broader economic investment where currently, environmental barriers hinder Brownfield redevelopment. The redevelopment of these key Brownfield properties will allow for the creation of jobs and a stronger tax base for the Town while promoting much needed infill development, including diverse, reuse of existing infrastructure, and the creation of new **hospitality businesses that pay higher wages and that can be filled by residents who may not have a college education**. All of these initiatives and goals are outlined in the **Town's Master Plan, the Comprehensive Plan, and the Lisbon Downtown Plan**.

The Route 196 corridor is envisioned as a mixed-use area with a traditional village character, where village scale development should be maintained (small to medium scale). The relationship and connections to the downtown and the waterfront will incorporate the vision and recommendations of the **Lisbon Envision Downtown** report. Ensuring new structures conform with the scale and architecture appropriate to the village, investing in public streetscape and landscaping, working with existing building owners on building and site enhancements, and promoting reuse rather than demolition of existing residential buildings, important to maintaining and improving the village character. **Key elements from the Master Plan for the Route 196 Corridor** include the following:

- Redevelopment of the Worumbo and Knight-Celotex sites, including potential public waterfront access and connections to the downtown and the proposed rail trail.
- Develop visual character standards for new development and redevelopment.
- Invest in streetscape improvements, such as street trees, decorative lampposts, and amenities (banners, benches, etc.).
- For existing development, provide design assistance or other support for façade or site improvements.

- Establish more parks and green spaces proximal to Route 196, in particular on the waterfront, and develop the rail trail as a recreational destination.
- Make additional pedestrian and bike improvements, such as sidewalks/ADA accessibility, safety and design of crosswalks, and bike lanes or designated routes.
- Establishing a Downtown TIF District to fund improvements, or incentivize façade/property improvements.

#### **2.a.ii. Project Timing (5 points)**

The Town has not received an EPA Brownfields grant but our first goal will be to engage a Qualified Environmental Professional (QEP) through the competitive bid process. ***Upon award and during the first quarter***, the Town will prepare a Request for Qualifications (RFQ) to engage a QEP Firm through a competitive process and solicit Brownfield sites for nomination from residents, local officials, community groups, the private sector, and other interested parties. Once we have conducted an inventory, all sites to be further assessed will be required to have an ***access agreement in place***. Sites without an access agreement will be considered to be of a lower priority. Eligibility criteria of a site to be assessed will consider redevelopment readiness.

***The Town will engage a QEP firm within the first quarter*** after our Cooperative Agreement is in place to conduct assessment activities. The Town will prepare a Request For Qualifications (RFQ) for distribution to local listing organizations and will post the RFQ on our website. Ranking of the RFQ's and review by Town staff will be conducted. The town will coordinate with EPA on preparing an appropriate RFQ. All proposal submittals, evaluations and contracts shall conform to the Federal Uniform Procurement Act. Additional inventory, access agreements, Phase I/II ESAs will be conducted in year 1 and 2 and cleanup planning in year 3. All work will be completed within 3 years.

#### **2.a.iii. Site Selection (5 points)**

Sites within the Town project corridor will be prioritized over others in the area. If a project is important to the community with regard to potential health issues or one with significant redevelopment impacts, assessment activities for those sites will be highly considered. Sites will be considered by the Brownfields Advisory Committee (BAC) made up of Town representatives, community members (e.g. Community Groups), and the QEP.

Sites will be prioritized by the Steering Committee based on the following: **1)** EPA eligibility; **2)** Sites in the project area- downtown; **3)** Proximity of the site to other known Brownfields sites; **4)** Potential for multiple assessments to be completed as a group or a Phase I ESA has been completed; **5)** Sites with carcinogens will take precedence over non-carcinogen sites; **6)** Public benefit/type of project (examples include identification, capping and/or elimination or reduction of contaminants on site, job creation or retention, creation of affordable housing, and/or creation of recreation or open spaces); **7)** Potential for the property to be redeveloped within two years - five years (include funding available, owner/developer, local approvals/permits obtained and/or other relevant third party documents); and **8)** Leveraging of other funds. After prioritization, a site eligibility/access agreement will be completed and submitted to EPA for approval. Upon approval by EPA the consultant shall prepare an ASTM 1527-13/AAI summary report for summary to the Town and the BAC. A public meeting will be held to communicate the results of the Phase I ESAs/Phase IIs/Cleanup planning to the community.

#### **2.b. Task Description and Budget Table (20 points)**

**2.b.i. Task Description(15 points):** A total of \$186,000 for the grant will be designated for the completion of 8 Phase Is and 5 Phase IIs per grant. The Town will use a portion of the \$200,000 grant award for costs related to personnel, travel, supplies, and contractual.

**Task 1: Cooperative Agreement Oversight:** Town will manage the Assessment Grants. The Contractor will assist with ACRES, Qrtly Reporting (QEP: 12 reports\*~\$165 = \$2,000). Town: \$40 x 25 hrs = \$1,000. This task

will also include reporting to the town manager and regulators. **Outputs** include 12 Quarterly reports and MBE/WBE reporting for the grant. Town staff will attend 2 EPA Brownfield conferences (Travel = 1 conference attendee: mileage/airfare/lodging/per diem = 1 staff \*\$2,000\*2 conferences = \$4,000).

**Task 2: Community Outreach:** Town staff will assist the QEP with outreach (as described above) as well as attend Brownfields Advisory Committee meetings. **Outputs** include presentations and public meetings, providing information - print, website, and social media for hazardous sites. Costs: contractor and supplies for 5 meetings (Contractual = 5 meetings\*\$1,000 including meeting supplies (flyers and handouts) plus 5 (Town) meetings\*~\$200 (labor) = \$1000 + \$500 (supplies). The Town will also provide significant “in-kind” services during the meetings and have estimated the costs as \$5,000.

**Task 3: Identify and Prioritize:** There are currently 30 potential Brownfield sites. The Town will create an inventory of sites for assessment. The sites will be prioritized based on: (1) potential for significant impact on the environment; (2) public health risk and potential public health benefits; (3) opportunities for neighborhood and economic development; and (4) ability to gain access, control or ownership. Cost breakdown: 10 sites\*\$500/site = \$5,000. **Outputs-** Inventory of 20 potential sites and identification of 10 priority sites.

**Task 4: Phase I ESAs:** Town will evaluate 8 properties for a Phase I ESA that meets ASTM 1527-13 and EPA's All Appropriate Inquiries criteria. Properties will be “clustered” to maximize efficiency. Assessments may include multiple parcels to maximize resources. We have estimated \$4,000 for a typical Phase I ESA (8 sites\*\$4,000/site=\$24,000). **Outputs-** 8 Phase I ESAs.

**Task 5: Phase II ESAs:** Town will complete Phase II ESAs at approximately 5 properties. Because the DEP has conducted Phase I ESAs on some of our key properties, the town will **focus many of our assessment dollars on Phase II activities**. The cost of each Quality Assurance Project Plan (QAPP), Health & Safety Plan, and Phase II will vary upon the size, complexity, and type of material investigated. We assume both drafts and final reports will be prepared. We have estimated \$28,000 for a typical QAPP/ Phase II ESA (5 sites\*\$28,000/site = \$140,000). **Outputs-** 5 Phase II ESAs.

**Task 6: Remedial/Reuse Planning/Plans:** Evaluate cleanup alternatives on 2 properties. We have estimated \$5,000/site for remedial/ cleanup planning (2 sites\*\$5,000/site= \$10,000). **Outputs** - 2 Reuse Plans.

## 2.b.ii. Budget Table (5 points)

	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Total
	Cooperative Agreement Oversight	Community Outreach	Identify/ Prioritize	Phase I ESAs	Phase II ESAs	Reuse Planning	Total
Hazardous Substances Assessment Budget Table							
Personnel	\$1000	\$1000	\$1000	\$1000	\$1000	\$1000	\$ 6,000
Fringe Benefits	\$500	\$500	\$500	\$500	\$500	\$500	\$ 3,000
Travel	\$4,000	\$0	\$0	\$0	\$0	\$0	\$ 4,000
Supplies	\$500	\$500	\$0	\$0	\$0	\$0	\$ 1,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$ 0
Contractual	\$2,000	\$5,000	\$5,000	\$24,000	\$140,000	\$10,000	\$186,000
<b>Total</b>	<b>\$8,000</b>	<b>\$7,000</b>	<b>\$6,500</b>	<b>\$25,500</b>	<b>\$141,500</b>	<b>\$11,500</b>	<b>\$200,000</b>

## 2.c Ability to Leverage (5 points)

The Town of Lisbon is fully committed to this project and is willing to meet assessment and other needs through **committing future staff time to identifying potential financial funding options** to assist with the redevelopment of Brownfield properties. We anticipate the “in-kind” time will include conducting meetings with developers, state agencies, and the public. The Town will pursue Maine sponsored grants and loans to assist with financing of potential redevelopment projects, including Community Development Block Grants, State 128A monies for Brownfields sites, among others. The Town of Lisbon has been awarded over thousands of dollars in grants and funding including the select monies below. **This Brownfields assessment grant would support the implementation of these recent and previously leverages monies** and other ongoing efforts to make the Town a better place to live and work. A summary of **funds that may be leveraged** are summarized below (letters are in **Attachment D**).

**Healthy Maine Streets** (\$20,000) – This grant was in collaboration between the Maine Downtown Center and the MCD Public Health and was made possible by a \$1.64 million grant through the US Dept. of Health and Human Services’ Community Transformation Grants. Lisbon used this money to promote health and wellness for small businesses in Lisbon who may not have access to wellness resources.

**Community Development Block Grant** (\$20,000) - In 2012, the town was awarded a Public Service Grant for the purpose of establishing an ongoing jobs/career program at the Lisbon Falls Library. The funds would support the purchase of 4 laptop computers and the engagement of consultant services for a period of one year. This project was in response to an increasing and intensifying demand on the library for these services, and the need for additional capacity to meet this demand.

**Maine Department of Economic and Community Development** – DECD has committed to provide funds for cleanup of eligible sites that have been assessed under the Lisbon Brownfields Assessment grant if awarded. Funds will be based on the application and redevelopment project.

**Maine Department of Transportation (Quality Community Program) - \$1,280,000** - This funding was designated for a bicycle and pedestrian trail through the Maine Department of Transportation’s Quality Community Program. The purpose of these funds was to assist the town in connecting the trail system to downtown Lisbon area. To date the new Lisbon Trail System is a total of 3.5 miles and is also part of the East Coast Greenway, a 2,900 mile trail network linking cities from Maine to Florida, which provides access to our economic centers, our schools, and our remarkable natural resources.

## 3. COMMUNITY ENGAGEMENT AND PARTNERSHIPS (35 POINTS)

### 3.a.i. Community Involvement Plan (15 points)

Community involvement was one of the fundamental concepts of the **Route 196 Master Plan** prepared by the Town of Lisbon and represents the collective efforts of numerous, dedicated community members with an interest in improving prosperity and quality of life in Lisbon. The **Master Plan featured community forums** where members of the public discussed the Route 196 plan which evolved into the development of an informal project working group. Joint meetings between the Steering Committee, Council, Planning Board, and School Facilities Committee were held in order to refine priorities and discuss how the Plan will be used moving forward. For this Brownfields grant, this community outreach group will be reconvened to continue the focus of the 196 Corridor- and promote recreational and hospitality venues in the areas the many Brownfields located along the River.

Lisbon is committed to continuing this successful community involvement throughout the implementation of the Brownfields Assessment grant. Upon award, **the Town will create a Brownfields Advisory Committee to**

**serve as the public outreach forum for the brownfields project.** Following site inventory, the prioritization process will involve the community through notices in the local newspaper, the Town's website, and at public meetings. The goal of these meetings will be to solicit public input and to educate the community about assessment project goals.

The community will be kept informed throughout the entire project through public meetings, project updates posted on the Town's website, and through flyers and other publications. The distribution of flyers and other publications and the use of public meetings will ensure that the town communicates with and solicits input from as many residents as possible. Additionally, communication related to the Brownfield assessment and revitalization project will be **translated orally and written in Spanish to assist with potential language barriers**. We will also assist residents with special needs, as required.

Finally, the Economic & Community Development Director will be available on a daily basis to respond to citizen inquiries about the project. Support for the project is included in the attached letters from local organizations and are included in **Attachment C**.

### **3.a.ii. Communicating Progress (5 points)**

The Town will communicate the progress of the project to community members in conjunction with the community engagement process described above/below including updates on a quarterly through the following means:

<b>Outreach</b>	<b>Activity Description</b>
Lisbon Website	Website will include - postings for public meetings, meeting minutes, project updates, and reports, which will be regularly updated
Information Repository	Town will serve as the location for hard copies of all program-related documents for review by the public.
Public Meetings	Public meetings will be held during and after the project selection process for sites. <i>We anticipate up to 5 meetings during this grant cycle.</i> Meetings will be held outside of normal working hours to increase attendance. Public meeting announcements and project updates will be broadcast through our Facebook account and Public Access TV Station.
Print Newsletters	Town will utilize print and email newsletters to promote the program and provide regular project updates. <i>We anticipate 4-6 Newsletters over the grant.</i>
Newspaper Releases	Announcement of grant funding will be publicized in local newspapers. Public meetings will also be advertised in community newspapers. <i>We anticipate 5 releases.</i>
Flyers	Town will distribute flyers at municipal offices, chambers of commerce, and other high foot traffic locations, as well as to neighbors of project sites. <i>We anticipate 2 flyers.</i>
Brochure	Town will develop a general Brownfields brochure to promote the program and will distribute around town (also in translation as needed)
E-mail	Town will utilize e-mail networks to announce and promote the program, solicit input, advertise meetings, and disseminate outcomes.
Social Media	Town will utilize Facebook, and Blogs to promote the availability of Brownfields Assessment Grant monies and successful Brownfields redevelopment

### 3.b. Partnerships with Government Agencies (10 Points)

#### 3.b.i. Partnerships with Local, State or Tribal Government Agencies (5 points)

Maine Department of Environmental Protection (MEDEP): The MEDEP will be and has been involved some of the Brownfields sites in Lisbon. DEP will be a key partner and will provide input, review and guidance regarding ensuring liability protections offered as part of the Brownfields Program as site activities are conducted. MEDEP will review all technical submittals, including Phase I and Phase II assessments and will provide guidance on cleanup planning and remedial actions for the sites. Lisbon along with MEDEP will strive to ensure all projects comply with federal and State environmental standards and the **State's voluntary cleanup program (VRAP)**. The Town of Lisbon has a strong relationship with MEDEP's Brownfields Coordinators and MEDEP has signed a letter in support of this grant application (**Attachment B**). The Town will utilize a QEP that has on staff a Maine Certified Geologist (CG) for the program.

Maine Center for Disease Control and Prevention (CDC): The **Town's Health Officer** regularly works with State CDC on health related issues and to obtain information that may assist the residents. Lisbon was recently awarded a Maine Healthy Street Grant that focuses on workplace wellness and connects small businesses with opportunities for residents to make healthy choices. Lisbon will contact representatives from the CDC to participate on the Brownfields Steering Committee to be established as part of this assessment grant and asked to information and address community concerns, as needed.

#### 3.b.ii. Partnerships with Other Governmental Partnerships (5 points)

- EPA – Lisbon will partner with EPA who will be a prominent team member for this grant. We anticipate EPA will review eligibility forms, provide guidance, and review documents. We anticipate they will have a significant role in the success of our program.
- Maine DOT – Lisbon will collaborate with MDOT on the redevelopment of properties to enhance the area and coincide with MDOT's future projects for the area. We anticipate their assistance on roadways, stormwater management and transportation signage.
- DECD - Lisbon will partner with DECD for assistance in utilizing DECD cleanup monies for eligible sites further leveraging Brownfields monies that may be utilized for economic development through its Brownfields Revolving Loan Funds and Subgrant monies. In addition, DECD will be coordinated with to assist with economic development of the area and to target hospitality groups who may want to relocate to Maine or the Lisbon area to take advantage of our natural resources and wildlife habitats.

### 3.c. Partnerships with Community Organizations (10 points)

#### 3.c.1. Community Organization Description & Role (5 points)

The following community-based organizations have partnered with the Town on this project:

**Positive Change Lisbon (PCL):** PCL mission is to bring together the resources of Business people, local Government and Citizens, partnering together in a positive environment, to improve the image of our community. Through the efforts of a group of highly motivated individuals guided by a clear vision of our future, we aim to build on the favorable attributes of our Town and make Lisbon a more attractive place to live, recreate and to conduct business and **will post meetings and information on their website**

**University of Maine Cooperative Extension:** is a doorway to University of Maine expertise. For more than 100 years, they've been putting university research to work in homes, businesses, farms, and communities—in every corner of Maine. Their educational efforts focus on the Maine Food System, Positive Youth Development, and Community and Economic Development and **will provide assistance with public outreach efforts**, and offer program assistance through the University System to promote the Town's revitalization efforts.

**Androscoggin Land Trust:** is a private, non-profit 501(C)(3) membership-supported organization with a focus that includes conserving areas of ecological importance, working farms and forest, and the promotion of outdoor experiences on and around the Androscoggin River Greenway and will ***provide assistance with posting public meeting information on their website and/or providing outreach*** assistance as needed.

### 3.c.ii. Letters of Commitment (5 points)

Letters of commitment from community organizations discussed above are provided in ***Attachment C***.

## 4. PROJECT BENEFITS (25 POINTS)

### 4.a. Health and/or Welfare and Environment (10 points)

#### 4.a.i. Health and/or Welfare Benefits (5 points)

This assessment grant will help the Town of Lisbon in promoting a vibrant, equitable, and healthy community through the redevelopment of the Route 196 Corridor that will:

- Eliminate blight and increase the quality of life for residents
- Promote walkable a community and recreational/hospitality district by redeveloping property
- Create new opportunities for sustainable developments
- Remove the stigma of contaminants impacts to attract outdoor enthusiasts and the hospitality sector
- Enhance the environmental quality, health, and safety in the community by potentially reducing commuting times
- Improve storm water management and reduce flood hazards along the Androscoggin River

Emphasizing community engagement throughout this grant will increase community awareness of potential public health and environmental contamination issues associated with the Brownfield sites along the corridor and the River. As the nature and extent of contamination is assessed, community members will better understand how to limit their exposure to contaminants. This community engagement will also facilitate the redevelopment of the sites, as residents and developers will become aware of the many benefits associated with reusing Brownfield sites as opposed to expanding development to greenfield sites.

The improved safety and walkability that will result from the redevelopment of Brownfields along the River will greatly benefit the impoverished residents that live in adjacent areas and must commute long distances due to lack of jobs. With ***many household incomes below the State and National Level, relying on vehicular transportation is a significant financial stress***. The redevelopment of these Brownfields will not only allow these residents greater access to community amenities, but also ***create jobs within the community, potentially reducing transportation costs for many low-income residents***. In addition, the ***many residents (over 85%, 2010 Census) who do not have college degrees may benefit from recreational and or hospitality jobs*** that can be filled with experienced, hard-working high school graduates.

Removing the contaminated soils and contaminants in the buildings will eliminate the proximity to the contaminated soils and fines in the dust from the historical buildings. The ***health of the population*** will improve and human health threats from direct contact, inhalation, and indoor vapor intrusion of site contaminants will be eliminated. Carcinogens/non-carcinogens will be removed from the neighborhoods where sensitive populations (i.e. minorities, children, elderly, and women of child-bearing age) would like to live, work, and play. Access to local jobs will also ***reduce air pollution and commuting times as local alternatives*** will be available decreasing the number of people who utilize the Route 196 Highway.

#### 4.a.ii. Environmental Benefits (5 points)

This Brownfield assessment funding will ***transform the Route 196 Corridor*** from its manufacturing/industrial past to a vibrant accessible destination where people can live, work and visit. Rather than having the former

mill buildings and industrial skeletons further degrade and potential contamination be released into the Androscoggin River, the ***cleaned up sites will result in the infusion redevelopment dollars that will provide cleaner sites for the recreational/hospitality population we hope to attract as well as help our commuters who need local jobs to reduce spending on commuting and creating more air pollution.***

If properties cannot be cleanup up to unrestricted use, land restrictions/activity and use limitations will be prepared and recorded at the Registry of Deeds to ensure future land uses will not be harmful to the community and recreational/hospitality population. Sensitive populations and the environment will be protected during assessment work through dust mitigation measures and reduction of airborne contaminants. The environment will significantly improve as contamination is ***assessed and cleaned up along the Androscoggin River*** and their tributaries and will lead to the removal of contaminants, cleaner waterways and improved ecosystems attracting wildlife as well as tourism.

#### **4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (8 points)**

**4.b.i Planning, Policies, and Other Tools (5 points):** The Town of Lisbon prepared a Master Plan which has dictated how the Town will move forward with its overall plan. The ***Route 196 Master Plan*** represents the collective efforts of numerous, dedicated community members with an interest in improving prosperity and quality of life in Lisbon.

The Master Plan provides a clearer community vision of the future of the Route 196 Corridor, building on the ***Town's Comprehensive Plan***, and identifies what is important to shaping a more positive and prosperous future. It outlines the challenges and opportunities along different areas of the corridor, from village to commercial highway. The major focus of the ***Route 196 Master Plan*** is to look at the community's values for and the impact of land use, design, public and private improvements, and redevelopment opportunities along the corridor. The Plan touches upon many other important planning elements including traffic and transportation, utilities and infrastructure, and conservation and recreation.

The Town is in the process of ***evaluating green and renewable building initiatives as part of its building permitting*** requirements which require the consideration of energy efficiency in new building projects. These codes and zoning requirements will be applicable to the new construction and the rehabilitation of the existing mills and along the Route 196 Corridor.

#### **4.b.ii. Integrating Equitable Development or Livability Principles (3 points)**

The Town has evaluated the livability principles and how our Brownfield Site Assessment Grant will help foster the principles. Our ***Master Plan*** is based upon ***livability principles including reducing commuting by providing more job opportunities closer to home which provides residents with transportation choices*** by promoting redevelopment closer to the communities the residents live in. The cleanup of the Brownfield sites and its subsequent use as ***recreational/hospitality initiatives represents a comprehensive consolidation of Brownfield reuse and sustainable redevelopment.*** A key component of Lisbon's redevelopment efforts supports the redevelopment of existing buildings, construction of new structures the properties to enhance the existing infrastructure.

In addition to creating recreational/hospitality initiatives and redevelopment, transportation options will be impacted as residents find potential jobs closer to home. The redevelopment of the former sites will improve the green space along the River, create affordable options for people to work in the area they live, promote a diverse region where tourists will want to come and visit, and spend dollars improving the tax revenues of the community- all of these are discussed in ***our Master Plan and Comprehensive Plans.***



The **Town has identified several strategies to meet these goals**, including 1) creating partnerships with agencies, the regional council of governments, developers, and non-profits to promote redevelopment along the waterfront, 2) the creation of steering committees to build consensus among the residents, 3) provide applicable zoning on Brownfields properties that encourages the redevelopment, and 4) review strategies from former plans to ensure they meet the goals of the Town.

**4.c. Economic or non-Economic Benefits (long-term benefits) (7 points)**

**4.c.i. Economic Benefits or Non-Economic Benefits (5 points)**

The primary goal of Lisbon is to **create a vibrant recreational/hospitality or mixed-use community that encourage regional tourism, attract new businesses with higher-wage jobs, and create local jobs**. This Brownfields Assessment grant has the potential to benefit the community in a number of different ways that will trickle down and directly impact the local economy. Assessing, cleaning up, and redeveloping the blighted and contaminated properties would raise the property value of the adjacent and neighboring properties and promote much needed infill development. Saving the waterfront and incorporating the green space rail trails the Town has created into the **redevelopment designs will result in rising land values and, consequently, an increased tax base**. Local and state governments would benefit from increased sales taxes due to increased retail business and tourism.

The biggest economic benefits would be experienced by the local residents, who would see new jobs, decreased commuting times, and the potential for recreational and tourism related initiatives that would further attract new businesses to the shopping areas within the downtown. **Lisbon would become a destination rather than a pass-through community**. The future redevelopment of the Brownfield sites would allow for the creation of a significant number of new jobs, decreasing the unemployment and increasing per capita income.

The Worumbo Mill along the Route 196 corridor has a high potential to attract near-term private-sector, shovel-ready development once the environmental concerns have been more fully understood and remediation activities implemented. Our Brownfields initiative will help to catalyze new employment (permanent, remediation, and construction), **property investment, and value leading to annual increased local property taxes** and new employment opportunities in our densest and most transit-supported corridor, Route 196. Most importantly, these targeted investments will help spark private-sector investment building from the momentum our initiative is creating. Environmental assessments will provide the Town and prospective developers with crucial information to facilitate economic reuse.

As part of its early planning, the Town of Lisbon has initiated a network of walking and bike trails utilizing former railroad beds that provide recreational opportunities. Revitalizing the Brownfields properties will allow potential developers to tap into these trails and promote further recreational activities. **Connecting the rail trails to a recreational/hospitality development** would be an amenity for attracting visitors, outdoor enthusiasts and promote Lisbon as a regional and recreational destination, increasing tourism and, in turn, supporting additional investments.

**4.c.ii. Job Creation Potential: Partnerships with Workforce Development Programs (2 points)**

The Town of Lisbon works closely with the Androscoggin Valley Council of Governments (our local Council of Government that serves the area) of which Lisbon is a member. Upon award, we will communicate with AVCOG and work with them to help us in encouraging community and regional economic development and to provide outreach to the Regions' business sector to assist with providing employment opportunities through **local hiring, procurement, and job training**.

We anticipate **AVCOG and the Central Western Maine Workforce Investment Board** (CWMWIB) will be able to assist in identifying potential workers. The Town will strive to request sub-contractors to promote job creation and employment opportunities in Brownfields assessment related to this project (e.g. asbestos and lead assessment contractors to rehab mills). We will request our QEP strive to use sub-contractors (including mbe/wbe) to assist with Phase II ESAs (borings, laboratory, and survey). The Town does not have a workforce development program but will strive to work with CWMWIB to look for opportunities to promote utilizing staff from the programs for assessment activities and cleanup activities, if applicable.

## **5. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE (40 points)**

**5.a. Programmatic Capability (28 points):** The Town of Lisbon and specifically, the Economic & Community Development Director, Tracey Steuber has extensive and varied experience managing grants. The Town of Lisbon has managed several grants including recent the Healthy Maine Street Grant and CDBG Public Service Grant. During the administration of these grants no adverse audit findings were reported as well as numerous other funding sources. Final close out documentation for all grants have been in compliance with all applicable regulations.

For this grant, the Town will coordinate the project with the community, property owners, and abutting property owners, as needed. Town staff including the Town Manager will be committed to the project.

Diane Barnes is the Town Manager. Mrs. Barnes has worked for the Town for over 1.5 years and has 19 years in public service. Mrs. Barnes is the chief administrative officer of the Town of Lisbon and the head of the administrative branch of the Town Government. She is responsible to the Council for the proper administration of all affairs of the Town. The Manager directs and supervises the administration of all departments, attends all meetings of the Council, ensures that all laws, provisions, and acts of the Council are faithfully executed, prepares and submits the annual budget, capital improvement program, financial, and administrative reports to the Council. Her background includes human resources, tax collection and disposition of tax acquired property, FEMA disaster, long-term planning, grant management and economic development.

Tracey Steuber is the Economic & Community Development Director and has been with the Town of Lisbon for 2.5 years. Prior to the coming to the Town of Lisbon, Tracey assisted in the management of the City of Auburn's Brownfields Assessment Grants. Ms. Steuber assisted the City of Auburn's Economic Development Director managing the Auburn Brownfields Assessment Grant and coordinated directly with the QEP, was responsible for programmatic reporting, preparing summary information on the status of the Brownfields Grants, and accompanied the QEP on site visits of potential Brownfields properties. Tracey's responsibilities with Lisbon include economic development services focusing on business start-up, retention, expansion and attraction projects that result in private sector investment and job creation.

E. Ryan Leighton is the Public Works Director and will assist Tracey and Diane with assisting the QEP with property/site information. Ryan's responsibilities include - ATRC Technical Committee Member, Manages Town Building Maintenance and Capital needs, Manages Town's IT Infrastructure, Technical liaison between the Town and State and Federal Agencies, Repository for mapping and technical information, and the Superintendent of Wastewater Treatment Plant.

Lisbon understands additional technical expertise and resources will be needed to complete the Brownfield assessment project and we will follow federal guidelines to retain a QEP to assist in managing the activities funded by the Assessment Grant through a qualifications-based bid process. We will evaluate (1) the number of EPA grants the QEP have managed; (2) the QEPs' understanding of the Assessment Grant process and Quality Assurance Project Plans (QAPPs), and (3) the consultants' understanding and ability to help with community outreach and education. The QEP will be evaluated on their experience with Maine Brownfields program as well

as applicable laws, regulations, and EPA requirements and policies; environmental due diligence; transactions of environmentally impaired property; environmental site assessments (ESAs); brownfield redevelopment and financing; and community outreach activities.

**5.b. Audit Findings (2 points):** The Town of Lisbon has not had any adverse audits and there have not been problems with grant administration.

**5.c. Past Performance and Accomplishments (14 Points)**

**5.c.i.(1) Compliance with grant requirements:** The Town of Lisbon *has never received an EPA Brownfields Grant*, however, the Town has successfully administered grant funding from other federal and non-federal agencies. The following is a description of some of the Town's most recent grants that are related to the revitalization and redevelopment of blighted properties.

Healthy Maine Street Grant - \$20,000: This grant was in collaboration between the Maine Downtown Center and the MCD Public Health and was made possible by a \$1.64 million grant through the US Dept. of Health and Human Services' Community Transformation Grants. Lisbon used this money to promote health and wellness for small businesses in Lisbon who may not have access to wellness resources.

CDBG Public Service Grant - \$20,000: In 2012, the town was awarded a Public Service Grant for the purpose of establishing an ongoing jobs/career program at the Lisbon Falls Library. The funds would support the purchase of 4 laptop computers and the engagement of consultant services for a period of one year. This project was in response to an increasing and intensifying demand on the library for these services, and the need for additional capacity to meet this demand.

Quality Community Program - \$1,280,000: The Town of Lisbon received funding for its bicycle and pedestrian trail through the Maine Department of Transportation's Quality Community Program. The purpose of these funds was to assist the town in connecting the trail system to downtown Lisbon area. To date the new Lisbon Trail System is a total of 3.5 miles and is also part of the East Coast Greenway, a 2,900 mile trail network linking cities from Maine to Florida, which provides access to our economic centers, our schools, and our remarkable natural resources. Other sources of funding for the trail system were Androscoggin Transportation Resource Center (ATRC) and the Town of Lisbon.

## ATTACHMENT A – Threshold Criteria for Assessment Grants

### **1. Applicant Eligibility**

The Town of Lisbon, Maine is the applicant. The Economic & Community Development Director will be responsible for the management of the Brownfields Assessment Grant if awarded to the Town.

### **2. Letter from the State or Tribal Environmental Authority**

The Town of Lisbon "Letter from the State Authority" (from Maine DEP) dated December 8, 2015 is attached in **Attachment B**. This letter acknowledges that the Town of Lisbon plans to conduct assessment activities and is planning to apply for Federal grant funds.

### **3. Community Involvement**

Lisbon's has had significant involvement with the several community outreach activities they have implemented over the years. The Town's Master Plan represents the collective efforts of numerous, dedicated community members with an interest in improving prosperity and quality of life in Lisbon. The process featured three community forums where members of the public discussed the Route 196 Corridor in three segments, and featured the development of an informal project working group, the Steering Committee, which met on a regular basis. Joint meetings between the Steering Committee, Council, Planning Board, and School Facilities Committee were also held in order to refine priorities and discuss how the Plan will be used moving forward.

Upon award of this Brownfields Assessment Grant, Lisbon will continue these efforts to build a clear community vision of the future of the Route 196 Corridor, building on the Town's Comprehensive Plan, and identifying what is important to shaping a more positive and prosperous future. Assessing and cleaning up the numerous Brownfields will be the key. Our plan will outline the challenges and opportunities along different areas of the corridor, from village to commercial highway. All public notices of meetings, hearings and the availability of funding will be posted in the Town Hall, library, municipal website, local cable access bulletin boards and local access programming. Brownfields status meetings will be open to the public.

Select outreach activities will include but are not limited to:

- Continue to collaborate with and encourage the work of Positive Change Lisbon.
- Engage on "1-on-1" outreach to private business and property owners on Route 196, follow up on visioning and identify opportunities to support private improvements and listen to private owners' ideas and concerns.
- Engage in outreach to appropriate stakeholders and community groups, to promote the Route 196 vision, increase awareness, and develop partnerships.
- Integrate and collaborate with the Lisbon Downtown Network on Route 196 efforts.

For this grant, the Town will hold a series of workshops to inform and engage the community regarding the availability the Brownfields funding. The Town with the community will review current property conditions, types of businesses occupying the properties. The Town will post meeting notices in the local newspaper, and will also upload community outreach information to the Town's website and will present at meetings of local groups such as the Androscoggin Valley Council of Governments.

### **4. Site Eligibility and Property Ownership Eligibility**

Not Applicable as this application is for a community-wide assessment grant.

**ATTACHMENT B – Letter from State Authority**



STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL R. LEPAGE  
GOVERNOR

AVERY T. DAY  
ACTING COMMISSIONER

December 8, 2015

Mr. Frank Gardner  
EPA Region 1  
5 Post Office Square  
Suite 100, Mailcode: OSRR7-2  
Boston, Massachusetts 02109-3912

Dear Mr. Gardner:

The Maine Department of Environmental Protection's ("Department") Bureau of Remediation and Waste Management acknowledges that the Town of Lisbon plans to conduct site assessments and is applying for federal Brownfields grant funds.

Tracey Steuber of the town has developed applications requesting federal Brownfields Site Assessment Grant funding for hazardous materials and petroleum only Brownfields within Lisbon (community wide).

If the Town of Lisbon receives funding, the Department will assign project management staff to conduct eligibility determinations and provide review and comment on all assessments, workplans, Quality Assurance Plans, and Health and Safety Plans. For sites where cleanup is pursued, the Department's Voluntary Response Action Program ("VRAP") staff will provide review and comment on investigation reports and remedial workplans, and will provide oversight (as necessary) of contractor's work at the properties. Upon successful completion of remedial activities at a property, the VRAP will provide protections from Department enforcement actions by issuing a Commissioner's Certificate of Completion.

Please feel free to call me directly at (207) 287-4854 should you have any questions regarding this letter.

Sincerely,

Nicholas J. Hodgkins  
Voluntary Response Action Program  
Division of Remediation  
Maine Department of Environmental Protection

Pc: Dorrie Paar, USEPA  
Tracey Steuber, Town of Lisbon

AUGUSTA  
17 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0017  
(207) 287-7688 FAX: (207) 287-7826

BANGOR  
106 HOGAN ROAD, SUITE 6  
BANGOR, MAINE 04401  
(207) 941-4570 FAX: (207) 941-4584

PORTLAND  
312 CANCO ROAD  
PORTLAND, MAINE 04103  
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE  
1235 CENTRAL DRIVE, SKYWAY PARK  
PRESQUE ISLE, MAINE 04769  
(207) 764-0477 FAX: (207) 760-3143

## ATTACHMENT C – Commitment Letters





December 17, 2015

Diane Barnes, Town Manager  
Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

Dear Diane,

On behalf of the Positive Change Lisbon (PCL) board, I am pleased to write in support of the application by the Town of Lisbon for funding through the USEPA Brownfield Community Hazardous Materials Assessment Grant in the amount of \$200,000. We understand the goal is to identify and assess brownfields in our commercial areas to prepare for future redevelopment opportunities and to improve the economic viability and character of Lisbon's neighborhoods.

Our Mission is:

*To bring together the resources of Business people, local Government and Citizens, partnering together in a positive environment, to improve the image of our community. Through the efforts of a group of highly motivated individuals guided by a clear vision of our future, we aim to build on the favorable attributes of our Town and make Lisbon a more attractive place to live, recreate and to conduct business.*

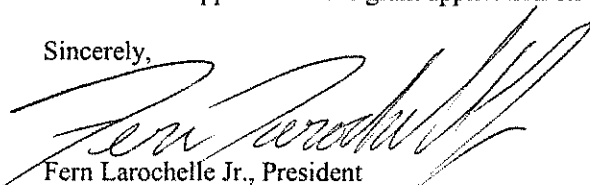
PCL is a non-profit organization founded in 2012 comprised of citizens and business owners that partner with the town for the betterment of the community by hosting annual events. In 2014, PCL was recognized by the Androscoggin Chamber of Commerce as Lisbon's Business of the Year.

Our board wholeheartedly supports the Town's commitment to planning, implementing and completing revitalization projects. We are intimately familiar with the proposed project areas and recognize a need to identify site cleanup in order to revitalize these areas and eliminate blight for the benefit of the community. The investment of additional resources will enhance the community, creating a more desirable space for future development, which will add value and jobs to our community.

Obtaining a Brownfield Assessment Grant is vital to achieving the planning goals of the Town. PCL will commit to continued collaborative efforts such as assisting the Town with public outreach and information dissemination.

The use of this grant funding will be the first step in evaluating such sites for redevelopment, removing environmental contamination and building a stronger Lisbon. Again, PCL highly recommends approval of this grant application on behalf of the Town of Lisbon.

Sincerely,



Fern Larochelle Jr., President

cc: Tracey Steuber, Economic & Community Development Director

*Positive Change Lisbon, P.O. Box 382, Lisbon Maine 04250*



December 14, 2015

Diane Barnes, Town Manager  
Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

Dear Diane,

On behalf of University of Maine Cooperative Extension in Androscoggin and Sagadahoc Counties, I would like to offer my wholehearted support of the application by the Town of Lisbon for funding through the USEPA Brownfield Community Wide Hazardous Materials Assessment Grant.

UMaine Extension is a doorway to University of Maine expertise. For more than 100 years, we've been putting university research to work in homes, businesses, farms, and communities—in every corner of Maine. Our educational efforts focus on the Maine Food System, 4-H Youth Development, and Community and Economic Development.

We are part of the [nationwide Cooperative Extension System](#), which works through the [land-grant universities in each U.S. state](#). Maine's land-grant university is University of Maine in Orono. In addition to the state offices in Orono, we have a network of [county-based offices](#) staffed by experts who provide practical, locally-based solutions for farmers, small business owners, kids, parents, consumers, and others.

We receive federal support through USDA, state support through the University of Maine, and local support through Androscoggin and Sagadahoc county governments.

I understand the Town of Lisbon's goal is to identify and assess brownfields in their Rt. 196 corridor commercial district to make way for an influx of new development in order to improve the character of Lisbon's neighborhoods. We believe the vacant, underutilized, and blighted or contaminated parcels are a real barrier to achieving their goals. The USEPA's investment in this area will enhance the community, creating a more desirable space for future development, which will add value to the community.

The Lisbon Falls UMaine Extension office is glad to make available our own programs and expertise to the Town of Lisbon's initiatives. We are committed to assisting the Town with public outreach efforts, promoting the Town's revitalization efforts.

As properties are evaluated and eventually redeveloped, it is the hope of the town that they can be transformed into prime economic development opportunities. The use of this grant funding will be

[www.extension.umaine.edu](http://www.extension.umaine.edu)

The University of Maine and the U.S. Department of Agriculture cooperating.  
Cooperative Extension provides equal opportunities in programs and employment.

*A Member of the University of Maine System*

the first step in evaluating such sites for redevelopment, removing environmental contamination and building a stronger Lisbon. I strongly support the Town of Lisbon's grant application and believe that this worthwhile investment would go a long way in revitalizing their Rt. 196 corridor commercial district and enhancing the community as a whole.

All the best,

A handwritten signature in black ink that reads "Tori L. Jackson". The signature is written in a cursive, flowing style.

Tori Lee Jackson, Associate Professor, Agriculture and Natural Resources  
Androscoggin and Sagadahoc Office  
24 Main St. Lisbon Falls, ME 04252-1505  
Tel. (207) 353-5550 x11 Fax. 1-866-500-9088  
[tori.jackson@maine.edu](mailto:tori.jackson@maine.edu)

Cc: Tracey Steuber, Economic & Community Development Director

[www.extension.umaine.edu](http://www.extension.umaine.edu)

The University of Maine and the U.S. Department of Agriculture cooperating.  
Cooperative Extension provides equal opportunities in programs and employment.

*A Member of the University of Maine System*



**ANDROSCOGGIN  
LAND TRUST**

December 15, 2015

Diane Barnes, Town Manager  
Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

Re: Androscoggin Land Trust – Community Support Letter for Brownfields  
Assessment Lisbon, Maine

Dear Diane:

The Androscoggin Land Trust is excited to support the Town of Lisbon in their pursuit of an EPA Brownfields Assessment Grant. The Androscoggin Land Trust is a private, non-profit 501(c)(3) membership-supported organization dedicated to protecting, through land conservation and stewardship, the important natural areas, traditional landscapes, and outdoor experience in the Androscoggin River watershed. We currently conserve approximately 5,000 acres of land, including over ten miles of riverfront along the Androscoggin River.

Our current strategic focus includes conserving areas of ecological importance, working farms and forests, and the promotion of outdoor experiences on and around the Androscoggin River Greenway. The Greenway is a system of conserved land, trails and river access points, linking the river communities and providing places for year-round recreation along, and connecting to, the Androscoggin River.

We are happy to assist Lisbon with posting public meeting information on our website and/or providing outreach assistance as needed. As you know protecting the environment and ensuring that the Androscoggin River Watershed is protected to be enjoyed for future generations is an important goal of our organization.

We are excited about the opportunity to assist Lisbon on this grant application and are in full support of their efforts. Should you require further information, please do not hesitate to contact me at (207)782-2302.

Sincerely,

Deb Charest  
Conservation Director

cc: Tracey Steuber, Economic & Community Development Director

**Board of Directors**

James F. Pross – *Auburn*  
President

Dana Little – *Auburn*  
Vice President

Jon Mercier – *Auburn*  
Treasurer

Marian (Kitsie) Claxton – *Auburn*  
Secretary

Melissa Bilodeau – *Auburn*

Doug Boyd – *Lewiston*

Adam Dow – *Auburn*

Timothy Earle – *Auburn*

Peter Garcia – *Auburn*

Mary Howes – *Jay*

Robert Kleckner – *Lewiston*

Judith Marden – *Greene*

Nancy Orr – *Lewiston*

Camille Parrish – *Auburn*

Elwood “Woody” Trask  
*Auburn*

**Staff**

Deb Charest  
*Conservation Director*

Androscoggin Land Trust  
PO Box 3145 Auburn, Maine 04212  
[www.androscogginlandtrust.org](http://www.androscogginlandtrust.org)  
(207) 782-2302



**ATTACHMENT D – Documentation Indicating Leveraged Funds are Committed**



Paul R. LePage  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ECONOMIC  
AND COMMUNITY DEVELOPMENT



George C. Gervais  
COMMISSIONER

December 14, 2015

Tracey K. Steuber  
Economic & Community Development Director  
Town of Lisbon  
300 Lisbon Street  
Lisbon, ME 04250

Re: DECD - Availability of Funds for Brownfields Cleanup  
Lisbon, Maine

Dear Tracey:

The Maine Department of Economic and Community Development (DECD) is pleased to support the Town of Lisbon in their application for a 2016 Brownfields Assessment Grant. At DECD, we are more than two dozen experts whose broad mission is to help communities and businesses prosper through a variety of programs providing everything from targeted tax relief to community block grants to tourism marketing.

DECD and its partners show companies how to benefit from millions of dollars in tax credits, reimbursements, R & D credits, capital loans, even direct investment. Every year, we help Maine communities attract jobs and grow their infrastructure with unique financing programs.

We would please to support the Town of Lisbon by assisting them in utilizing DECD cleanup monies for eligible sites further leveraging Brownfields monies that may be utilized for economic development and the promotion of viable businesses in the Lisbon and Route 196 Corridor. DECD has Brownfields Revolving Loan Funds and Subgrant monies that may be available after assessment of a Brownfields site has been completed. We also offer a Certified-Business Friendly program as another step towards partnering with business to ensure they have the tools and environment they need to expand and create jobs in Maine.

Should you require further information, please do not hesitate to contact me at #(207) 624-9817.

Sincerely,

Deborah Johnson, Director  
Office of Community Development

STATE OF MAINE  
COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT  
BETWEEN THE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
AND

## Town of Lisbon

CY 79A  
Encumbrance #: 20210240000000686

Appropriation #: 015 19A 0587 012 6331

Vendor Code: VC0000149352

**Contract Obligation : \$20.000**

Contract End Date: 6/30/2014

Grantee Fiscal Year: 07/01-06/30

CFDA #: 14.228

GRANTEE ADDRESS:

300 Lisbon St

Lisbon, ME 04250-6813

Phone: 353-3000

Fax: 353-3007

E-Mail: <mailto:seldridge@lisbonme.org>

Grant Year: 2012

[illegible]

WHEREAS, the United States Government, through the Housing and Community Development Act of 1974, as amended, has established a program of Community Development Block Grants and has allowed each State to elect to Administer such Federal funds for its non entitlement areas, subject to certain conditions, and

WHEREAS, the State of Maine has elected to administer such Federal funds for its non entitlement areas through the Department of Economic and Community Development, and

WHEREAS, the Department of Economic and Community Development has established a set of funds titled the Public Service Program, and

WHEREAS, the Department of Economic and Community Development has approved the application of the Grantee;

NOW, THEREFORE, the grantor agrees to grant \$20,000 of Community Development Block Grant Funds to the Grantee for the period 10/1/2012 to 6/30/2014, subject to the terms of this Agreement, including those in Riders A, B, C, D, and G attached which contain additional provisions to which the Grantee is obligated.

**Grantee:**

Steve Eldridge  
Town Manager  
Lisbon

ENCUMBERED

OCT 29 2012

STATE CONTROLLER

**Grantor:**

Deborah Johnson, Director  
Office of Community Development Department of  
Economic and Community Development

Signature:

Date:

Signature: \_\_\_\_\_

Date:

**State Controller  
and Purchases  
Stamps Here**

OCT 29 2012

# Healthy Maine Streets

## Letter of Agreement 2012

between

The Maine Downtown Center and the  
Town of Lisbon



**THIS AGREEMENT** is entered into between the Maine Downtown Center (the "Center") and the Town of Lisbon (the "Local Program").

**WHEREAS**, the Center and the Local Program desire to implement the *Healthy Maine Streets* (HMS) program in Lisbon (specifically the village of Lisbon Falls), Maine to help address disparate health access and outcomes faced by employees of small businesses downtown; and

**WHEREAS**, HMS is a new initiative funded through a U.S. Health and Human Services/Center for Disease Control "Community Transformation Grant"; and

**WHEREAS**, HMS is a collaboration between the Maine Development Foundation/Maine Downtown Center and Medical Care Development, Inc. (MCD) to leverage community health improvement in 20 downtowns across Maine through a variety of "policy, environmental, programmatic, and, as appropriate, infrastructure" interventions to promote healthier lifestyles, and working with a statewide Leadership Team; and

**WHEREAS**, HMS Wellness Councils will be established in 20 existing downtown revitalization programs (Main Street Maine and Maine Downtown Network communities); and

**WHEREAS**, using Healthy Maine Works, a suite of worksite wellness tools that the State of Maine uses with larger employers, HMS will inventory and assess wellness needs of small employers; and

**WHEREAS**, HMS will use evidence-based strategies to address wellness needs of very small businesses, whose employees are disadvantaged in terms of care and prevention; and

**WHEREAS**, because many of these needs will be addressed best in the community rather than at tiny establishments, improvements for small businesses will affect employees, their families, customers, and the community. As these downtown development programs identify and put in place policy, environmental, programmatic and infrastructure interventions to promote healthier lifestyles, the activities in the downtown hubs will leverage community-wide improvements to prevent heart attack, stroke, cancer, diabetes and other leading chronic disease-related causes of death or disability, benefiting all the residents of these mostly rural communities.

**WHEREAS**, the Center will provide technical assistance and training to the Local Program under the criteria established in the grant award with the Center for Disease Control; and

**WHEREAS**, HMS will foster sustainability through: (1) weaving environmental and policy changes into local systems and processes; (2) building knowledge and organizational capacity within the Wellness Councils and the sponsoring Main Street Maine and Maine Downtown Network entities, and (3) using project funds directed to the local partners to create relationships across sectors (e.g. business group contracting with local hospital for prevention programming.) The benefit of the program activities and processes occurs quickly enough for the local downtown business community members to see and appreciate the impact before the grant period is over (September 30, 2014.)



**NOW THEREFORE, in consideration of the mutual covenants and agreements herein, the parties agree as follows:**

**SECTION I. The Local Program shall:**

1. Commit to understand and actively participate in the *Healthy Maine Streets Program*
2. Create and oversee Wellness Council as a subcommittee reporting to the Town of Lisbon in partnership with the Lisbon Falls downtown revitalization program coordinators (currently Positive Change Lisbon.) A core function of the Wellness Council will be to disseminate and promote community-based health and wellness resources to employers within the community (e.g., farmer's market information, community blood pressure and cholesterol screenings, trail maps, walking clubs, healthy eating seminars, weight management programs, tobacco cessation support groups, and stress management workshops.)
3. The Town, in partnership with the Lisbon Falls downtown revitalization program coordinators, will appoint an individual to serve as the Chair of this Council who will be responsible for facilitating the work of the Council and reporting back to the Town.
  - Each Wellness Council will make a commitment to implement at least three evidence-based interventions, one addressing each of three areas: Physical Activity, Healthy Eating and Tobacco Use.
  - The target for each Wellness Council will be to recruit at least 10 small businesses (less than 20 employees) downtown to participate in the worksite wellness program.
  - Each employer will have at least one representative on the Wellness Council. Other members of the Wellness Council, which will engage local cross-sector partners, may include community representatives from the local Healthy Maine Partnership, YMCA, Hospital/Healthcare provider, local Municipality, wellness vendors, etc. Each could provide technical assistance and resource support to the group.
  - Each Wellness Council will create a written mission statement and an annual work plan comprised of SMART goals (Specific, Measurable, Achievable, Relevant, and Time-Framed) which include strategies and interventions that are evidence-based and selected from the list of strategies and interventions built into Healthy Maine Works and promulgated by the CDC. To identify potential strategies and specific health promotion interventions, the Wellness Council will administer the comprehensive employee health needs and interest survey in the Healthy Maine Works Tool to all of the employees of the participating employers within their respective communities.
  - The council will also consider data collected from a community wide health assessment conducted by the MCD Program Manager using a modified version of the Healthy Maine Works tool, community reports and hospital discharge data, as well as existing information about health status, needs, and aspirations of their community.
  - The work plan will be the focus of the Wellness Council's meetings. Mid- and end-of-year progress reports will be produced by the Council and shared with the Town and downtown coordinators as appropriate. The group will meet once a month and an elected chair will facilitate the meetings. Minutes will be recorded, saved and made available to the Maine Downtown Center and its

subcontractor MCD Public Health, local Main Street Maine/Maine Downtown Network coordinator and all participating employers.

- Each community will establish its own objectives and milestones for performance based upon the Community Transformation Implementation Plan (CTIP).
- Each Wellness Council in Maine Downtown Network communities will collect and report on quantitative measures of success and provide this information to the Local Program who will subsequently utilize a format provided by the Maine Downtown Center to report findings quarterly. Quarterly reports due dates are:
  - a. 1st Quarter (January 1 – March 31) due April 15
  - b. 2nd Quarter (April 1-June 30) due July 15
  - c. 3rd Quarter (July 1-September 30) due October 15
  - d. 4th Quarter (October 1-December 31) due on January 15
- Not assign this agreement without obtaining prior written consent of the Center.
- The Local Program will illustrate the acknowledgement of the receipt of the Center's services by crediting its participation, and as a beneficiary of, the statewide program through the appropriate methods (i.e., printed acknowledgement in public notices, press releases, project signs, publications, verbal recognition at public meeting, etc.).
- Provide to the Maine Downtown Center:
  - a. Wellness Council member contact information, updated as needed
  - b. Committee and/or executive director updates monthly
  - c. Budget and work plans for the Wellness Council and special projects
  - d. Other downtown information or data as requested from time to time
- Each community will share at least two stories on the HMS website prior to the end of the grant period.
- Participate in presentations where possible in the 2013 and 2014 Maine Downtown Conferences
- To participate in this community-based wellness program, employers shall agree to meet certain performance objectives, including:
  - a. Owner or CEO must write a letter of support outlining why he/she has decided to participate in the Worksite Wellness program
  - b. Owner/CEO will identify a wellness champion for the business/organization who will lead the wellness efforts and serve on the Wellness Council
  - c. Promote the employee health needs and interest assessment using one of the Employee Survey tools in Healthy Maine Works administered by the local Wellness Council
  - d. Review/assess the following data to analyze cost drivers, if available to the business/organization: Health Insurance Claims; Worker's Compensation Claims; Short/Long Term Disability Claims; Absenteeism Data and; Employee Turnover
  - e. Perform an organizational assessment using the Healthy Maine Works Worksite Inventory
  - f. Create an annual work plan using the Healthy Maine Works Worksite Work Plan tool. The strategies and interventions selected for the work plan must include: (a) 1 or more Healthy

- Eating Interventions; (b) 1 or more Physical Activity Interventions and; (c) 1 or more Tobacco Use Interventions
- g. Implement and evaluate the strategies identified in the Work Plan.

**SECTION II. The Maine Downtown Center and program partners shall:**

1. Provide a HMS Program Coordinator to work directly with the Local Program to act as liaison with the Local Program and to facilitate communications between the Local Program, the Maine Downtown Center and MCD Public Health.
2. Provide training and technical support to the Wellness Councils on evidence based Workplace Wellness practices by the MCD Program Coordinators and via webinar. Training will be provided on:
  - Wellness Council Development and Operation
  - Effective use and strategies for obtaining maximum benefit from use of the Healthy Maine Works tool; and
  - Strategy specific support to address individual needs of each Wellness Council.
3. Fund the Local Program \$10,000 per year to compensate administrative costs associated with staffing and programmatic expenses of the local Wellness Council, according to the terms of the performance contract to be provided by January 1, 2013. These funds will be dedicated only to the purpose, goals and criteria contained herein and accounted for accordingly.
4. Provide annual assessments and recommendations from the Center.
5. In general, facilitate learning among all 20 Healthy Maine Street communities, the program partners, state and federal agencies, the National Main Street Center and the general public.

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**SECTION III. The Parties hereto otherwise agree as follows:**

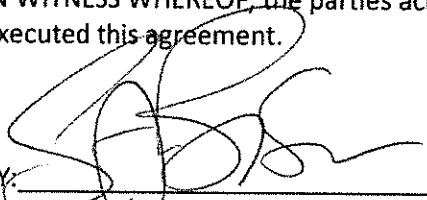
1. The term of this agreement shall be for a period of two years beginning December 1, 2012 and ending September 30, 2014. It may be extended or revised by a written amendment signed by both parties.
2. Either party may terminate this agreement with or without cause upon thirty (30) days prior written notice to the other party.
3. Notwithstanding any other provision of this agreement, if funds anticipated for the continued fulfillment of the agreement are at any time not forthcoming or insufficient, the Center shall have the right to terminate this agreement without penalty upon thirty (30) days written notice.
4. The contract constitutes the entire understanding and agreement between the parties and incorporates and supersedes any previous agreements or negotiations, whether oral or written.
5. Nothing herein shall be construed to create an employer-employee relationship between the Center and the Local Program.
6. In the event any conflict between this contract and the attachments hereto, the terms of the contract shall prevail.
7. This agreement shall extend to and be binding upon the Local Program, its successors and assigns and all persons claiming under or through the Local Program; and the words "Local Program" when used

herein shall include all persons liable for the return or repayment of any indebtedness or any part hereof, whether or not such persons have executed this agreement.

8. This contract shall be governed by the Maine Downtown Center. The Local Program shall at all times comply with and observe all federal, state and local laws which are in effect during the period of this contract and which, in any manner, affect the work or its conduct.
9. The representations and warranties made herein shall survive the signing of this agreement and any investigation made by, or on behalf of, the Center at any time.
10. The Center and the Local Program acknowledge and agree that in no event, shall the Center be deemed a partner or joint venturer with the Local Program, or any beneficiary of the Local Program.

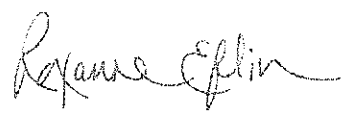
Full compliance with this Agreement is expected, and will be taken into account when considering participation as a Main Street Maine community in the future.

IN WITNESS WHEREOF, the parties acknowledge receipt and review of the HMS Grant Narrative and have executed this agreement.

BY:   
Signature: Town of Lisbon official representative

12/20/12  
Date

Scott Bensap  
Print name

  
BY: \_\_\_\_\_  
Roxanne Eflin  
Senior Program Director, Maine Downtown

December 1, 2012  
Date



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0016

JOHN ELIAS BALDACCI  
GOVERNOR

DAVID A. COLE  
COMMISSIONER

June 2, 2009

City of Lisbon  
Ryan Leighton  
300 Lisbon Street  
Lisbon, ME. 04250

Dear Ryan Leighton,

Congratulations! We are pleased to formally inform you that your application for Quality Community Program funding for a bicycle and pedestrian facility connecting Paper Mill Trail and downtown Lisbon has been accepted either in full or in part, and included in the departments 2010-2011 Biennial Capital Work Plan pending legislative approval and authorization of federal and/or state funds.

The department has programmed up to \$1,280,000 in department funds, which is contingent upon the additional required local match if applicable. These numbers do not include additional local efforts that you may have outlined in your application. Any local efforts outlined within the application not quantified within the numbers listed above will also be required to be completed. The funding amounts approved were based on estimates contained within your application, a reduction or addition to the approved scope, or increased estimates that MaineDOT updated after review.

A project manager will be assigned from the Bureau of Project Development. The municipality will be required to designate its own project manager as well. This individual will be required to be certified for Local Project Administration. The earliest that funding will become available for an agreement/contract is October, 2009. It is very important that this project move forward in a timely manner and be fully constructed within the 2010-11 Biennium. MaineDOT reserves the right to withdraw funds from this project for any reason.

We would like to emphasize that the municipality should not authorize any engineering work or expend any funds on this project before receiving notice that funds have been authorized and a Local Project Agreement has been executed. Please call Dan Stewart at 624-3252 if you have any questions regarding this project and/or to discuss next steps and processes.



PRINTED ON RECYCLED PAPER

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION - EQUAL OPPORTUNITY EMPLOYER



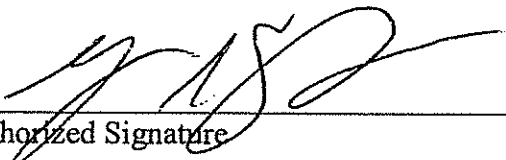
STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0016

JOHN ELIAS BALDACCI  
GOVERNOR

DAVID A. COLE  
COMMISSIONER

Please sign and return both pages to Dan to indicate that the municipality agrees with all the elements contained within this letter and commits to the local match as outlined in the original application.

Municipality LISBON

  
\_\_\_\_\_  
Authorized Signature

6/16/09  
\_\_\_\_\_  
Date

Sincerely,



Dan Stewart  
MaineDOT Quality Community Program Manager  
16 State House Station  
Augusta, Maine 04333-0016



PRINTED ON RECYCLED PAPER

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION - EQUAL OPPORTUNITY EMPLOYER

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/17/2015

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

Town of Lisbon

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

016000239

\* c. Organizational DUNS:

0774678680000

d. Address:

\* Street1:

300 Lisbon Street

Street2:

\* City:

Lisbon

County/Parish:

\* State:

ME: Maine

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

04250-6813

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Tracey

Middle Name:

\* Last Name:

Steuber

Suffix:

Title:

Economic & Community Development Director

Organizational Affiliation:

Town of Lisbon

\* Telephone Number:

207-353-3000

Fax Number:

207-353-3007

\* Email:

tsteuber@lisbonme.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OSWER-OBLR-15-04

\* Title:

FY16 Guidelines for Brownfields Assessment Grants

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Brownfields Assessment Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

2

\* b. Program/Project

2

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/20/2016

\* b. End Date:

10/21/2019

**18. Estimated Funding (\$):**

\* a. Federal

200,000.00

\* b. Applicant

0.00

\* c. State

0.00

\* d. Local

0.00

\* e. Other

0.00

\* f. Program Income

0.00

\* g. TOTAL

200,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Diane

Middle Name:

\* Last Name:

Barnes

Suffix:

\* Title:

Town Manager

\* Telephone Number:

207-353-3000

Fax Number:

207-353-3007

\* Email:

dbarnes@lisbonme.org

\* Signature of Authorized Representative:

Town of Lisbon

\* Date Signed:

12/17/2015